

**THE CORPORATION OF THE TOWNSHIP OF ESSA
REGULAR COUNCIL MEETING**

**WEDNESDAY, DECEMBER 21, 2022
(To follow Committee of the Whole)**

AGENDA

Members of the public wishing to attend can do so by attending in person to the Council Chambers located in the Administration Centre at 5786 County Road 21, Utopia.

1. OPENING OF MEETING BY THE MAYOR

2. DISCLOSURE OF PECUNIARY INTEREST

3. CLOSED SESSION

Recommendation: *Be it resolved that Council proceed to a Closed Session in order to address matters pertaining to:*

- *Personal Matters about an Identifiable Individual [Municipal Act, s. 239(2)(b)]*
- *Acquisition of Property [Municipal Act, s. 239(2)(c)]*
- *Labour Relations or Employee Negotiations [Municipal Act, s. 239(2)(d)]*
- *Litigation or Potential Litigation [Municipal Act, s. 239(2)(e)]*
- *Plans and Instructions for Negotiation [Municipal Act, s.239(2)(k)]*

Motion to Rise and Report from Closed Session Meeting of December 21, 2022.

Recommendation: *Be it resolved that Council rise and report from the Closed Session Meeting at _____ p.m.*

4. ADOPTION OF PREVIOUS MINUTES AND MOTIONS

- p. 1 Recommendation: *Be it resolved that the motions duly passed and approved at the Committee of the Whole meeting of this date be approved; and That the minutes of the Special, Committee of the Whole, Regular Council and Closed Session meetings held on the 7th day of December, 2022 be adopted as circulated; and That the minutes of the Special Meeting held on the 9th day of December, 2022 be adopted as circulated.*

5. CONSENT AGENDA

Recommendation: *Be it resolved that the items listed in the Consent Agenda dated December 21, 2022 be received for information, and that the necessary actions be taken.*

6. COMMITTEE REPORTS

7. PETITIONS

8. MOTIONS AND NOTICES OF MOTIONS

a. Allocation of Funds, re: Sale of 58 Vernon Street, Angus

Recommendation: *WHEREAS the Township of Essa recently sold surplus lands, those lands being a portion of 58 Vernon Street, Angus, to LH (Angus) Ltd., with the transfer of \$2,880,000.00 to take place on December 15, 2022; and WHEREAS Council is desirous of allocating these funds directly to Asset Management;*
NOW THEREFORE BE IT RESOLVED THAT Staff be directed to deposit the funds received from the sale of these lands into the reserve for Asset Management, G/L 02-80-002-060-3581.

9. UNFINISHED BUSINESS

10. BY-LAWS

p. 17 **a. By-law 2022-63 Appointment - McDonell**

Recommendation: *Be it resolved that leave be granted to introduce By-law 2022-63, that being a By-law to appoint a Municipal Law Enforcement Officer, Weed Inspector and Zoning By-law Enforcement Officer; and, that said By-law be read a first, and taken as read a second and third time, and finally passed.*

p. 19 **b. By-law 2022-64 Appointment – Alternate to County Council**

Recommendation: *Be it resolved that leave be granted to introduce By-law 2022-64, that being a By-law to appoint an alternate member to the Council of the County of Simcoe during the absence of the Mayor or Deputy Mayor; and, that said By-law be read a first, and taken as read a second and third time, and finally passed.*

p. 20 **c. By-law 2022-65 Establish and Assume for Public Highway Purposes Smith Road**

Recommendation: *Be it resolved that leave be granted to introduce By-law 2022-65, that being a By-law to establish and assume for public highway purposes Smith Road; in the Township of Essa, County of Simcoe, being all of PIN: 58103-0252 (LT); and, that said By-law be read a first, and taken as read a second and third time, and finally passed.*

p. 21 **d. By-law 2022-66 Amend the Zoning By-law – 5403 and 5427 8th Line.**

Recommendation: *Be it resolved that leave be granted to introduce By-law 2022-66, that being a By-law to amend the Township's Zoning By-law No. 2003-50, as amended, affecting 5403 and 5427 8th Line; and, that said By-law be read a first, and taken as read a second and third time, and finally passed.*

p. 23 **e. By-law 2022-67 Amend the Zoning By-law – Portion of Part Lot 11, Concession 2 and 3rd Line.**

Recommendation: *Be it resolved that leave be granted to introduce By-law 2022-67, that being a By-law to amend the Township's Zoning By-law No. 2003-50, as amended, affecting a portion of Part Lot 11, Concession 2, 3rd Line; and, that said By-law be read a first, and taken as read a second and third time, and finally passed.*

p. 25 **f. By-law 2022-68 Enter into Agreement – Global Traffic Group Ltd.**

Recommendation: *Be it resolved that leave be granted to introduce By-law 2022-68, that being a By-law to authorize entering into an Agreement with Global Traffic Group Ltd.; and, that said By-law be read a first, and taken as read a second and third time, and finally passed.*

11. QUESTIONS

12. CONFIRMATION BY-LAW

p. 26 **By-law 2022-69**

Recommendation: *Be it resolved that leave be granted to introduce By-law 2022-69, that being a By-law to confirm the proceedings of the Council and Committee of the Whole meetings held on this 21st day of December, 2022; and that said By-law be read a first, and taken as read a second and third time and finally passed.*

13. ADJOURNMENT

Recommendation: *Be it resolved that this meeting of Council of the Township of Essa adjourn at _____ p.m. to meet again on the 18th day of January, 2023 at 6:00 p.m.*

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**THE CORPORATION OF THE TOWNSHIP OF ESSA
SPECIAL MEETING OF COUNCIL - ORIENTATION**

MINUTES

A Special Meeting of Council was held in person on Wednesday December 7, 2022 in the Council Chambers of the Administration Centre, Township of Essa.

In attendance: Mayor Sandie Macdonald (arrived at 3:24 p.m.)
Deputy Mayor Michael Smith
Councillor Pieter Kiezebrink
Councillor Henry Sander
Councillor Liana Maltby

Staff in attendance: C. Healey-Dowdall, Chief Administrative Officer
M. Mikael, Manager of Public Works
D. Dollmaier, Manager of Finance
D. Burgin, Fire Chief
J. Coleman, Manager of Parks and Recreation
M. Mikael, Manager of Public Works
P. Granes, Chief Building Official
S. Haniff, Senior Planner
L. Wark, Chief Executive Officer – Essa Public Library
L. Lehr, Manager of Legislative Services

1. OPENING OF MEETING BY THE MAYOR

Deputy Mayor Smith opened the meeting at 3:00 p.m.

2. DISCLOSURE OF PECUNIARY INTEREST

None.

3. PRESENTATION BY MUNICIPAL STAFF – COUNCIL ORIENTATION

The Senior Planner provided Council with an overview and an analysis of the strengths, weaknesses, opportunities and threats for the Planning and Development Department.

Deputy Mayor Smith turned the meeting over to Mayor Macdonald, who chaired the remainder of the meeting.

Council was provided with an overview and an analysis of the strengths, weaknesses, opportunities and threats for the following departments:

- Building Department
 - Parks and Recreation Department
 - Fire and Emergency Services
 - Finance Department
 - Public Works Department
 - Clerks Department
 - Essa Public Library
 - Office of the Chief Administrative Officer
- 1

The Chief Administrative Officer concluded her review of the Council Orientation binder.

4. STRATEGIC PLANNING

Council participated in an interactive survey.

5. ADJOURNMENT

Resolution No: CW108-2022 Moved by: Smith Seconded by: Maltby

Be it resolved that this Special Meeting of Council of the Township of Essa adjourn at 5:08 p.m.

----Carried-----

Sandie Macdonald, Mayor

Lisa Lehr, Manager of Legislative Services

4

**THE CORPORATION OF THE TOWNSHIP OF ESSA
COMMITTEE OF THE WHOLE MEETING
WEDNESDAY, DECEMBER 7, 2022**

MINUTES

A Committee of the Whole meeting was held in person on Wednesday December 7, 2022 in the Council Chambers of the Administration Centre, Township of Essa.

In attendance: Mayor Sandie Macdonald
Deputy Mayor Michael Smith
Councillor Pieter Kiezebrink
Councillor Henry Sander
Councillor Liana Maltby

Staff in attendance: C. Healey-Dowdall, Chief Administrative Officer
M. Mikael, Manager of Public Works
D. Dollmaier, Manager of Finance
D. Burgin, Fire Chief
J. Coleman, Manager of Parks and Recreation
P. Granes, Chief Building Official
S. Haniff, Senior Planner
L. Lehr, Manager of Legislative Services

Guests: Richard Steinginga – Baker Tilly KDN LLP

1. OPENING OF MEETING BY THE MAYOR

Mayor Macdonald opened the meeting at 6:02 p.m.

2. DISCLOSURE OF PECUNIARY INTEREST

Councillor Keizebrink declared an indirect interest on Item 8(b) as he has familial relations with an individual identified in the Report.

3. DELEGATIONS / PRESENTATIONS / PUBLIC MEETINGS

a. Presentation – Richard Steinginga, Baker Tilly KDN LLP
re: Draft Consolidated Financial Statements

The Township Auditor was in attendance to provide Council with an overview of the Draft 2021 Consolidated Financial Statements.

Resolution No: CW109-2022 Moved by: Sander Seconded by: Smith

Be it resolved that the Draft 2021 Consolidated Financial Statements for the Township of Essa, as presented by Baker Tilly KDN LLP, be approved.

----Carried-----

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STAFF REPORTS

4. PLANNING AND DEVELOPMENT

5. PARKS AND RECREATION / COMMUNITY SERVICES

- a. **Staff Report PR016-22 submitted by the Manager of Parks and Recreation, re: Fee Schedule amendment for Not for Profit/Charity Organizations.**

Resolution No: CW110-2022 Moved by: Kiezebrink Seconded by: Smith

*Be it resolved that Staff Report PR016-22 be received; and
That Council direct the Manager of Parks and Recreation to proceed with
implementing a fee for Not for Profit and Charity Organizations to the Fee Schedule at
a reduced rate of 50% of the full rental request cost.*

----Carried----

6. FIRE AND EMERGENCY SERVICES

- a. **Staff Report FD005-22 submitted by the Fire Chief, re: Updating the
Emergency Management Program and Emergency Response Plan By-law.**

Resolution No: CW111-2022 Moved by: Maltby Seconded by: Sander

*Be it resolved that Staff Report FD005-22 be received; and
That Council authorize the Fire Chief to update the Emergency Management Program
and Emergency Response Plan By-Law, and to repeal By-Law No. 2016-82.*

----Carried----

- b. **Staff Report FD006-22 submitted by the Fire Chief, re: Approval of the
Memorandum of Understanding for the Provisions of Special Operations
Services.**

Resolution No: CW112-2022 Moved by: Kiezebrink Seconded by: Smith

*Be it resolved that Staff Report FD006-22 be received; and
That Council authorize the Mayor and Clerk to enter into a Memorandum of
Understanding for the Provision of Special Operations Services with the Barrie Fire
and Emergency Services.*

----Carried----

7. PUBLIC WORKS

8. FINANCE

a. Reduction of Securities – Briarwood Angus Subdivision.

Resolution No: CW113-2022 Moved by: Sander Seconded by: Smith

Be it resolved that Council approve a reduction in securities relating to Briarwood Angus Subdivision, as recommended by AECOM as follows:

<i>Current Securities Held by Township of Essa:</i>	<i>\$4,325,467.78</i>
<i>Security to be Released:</i>	<i>\$809,346.48</i>
<i>Securities to be Retained by Township of Essa:</i>	<i>\$3,516,121.30</i>

And,

That this approval is conditional upon the Developer providing the municipality with a Statutory Declaration indicating that all accounts have been paid in full, including all of the Township's legal and engineering costs.

----Carried-----

Councillor Keizebrink recused himself for this portion of the meeting as he declared an indirect interest on Item 8(b). He did not participate in any discussion, nor vote on the Item.

b. Staff Report TR006-2022 submitted by the Manager of Finance, re: Request to Write Off/Adjust 2020, 2021 and 2022 Taxes.

Resolution No: CW114-2022 Moved by: Sander Seconded by: Smith

Be it resolved that Staff Report TR006-22 be received; and That the Tax Collector be authorized to adjust taxes on the accounts listed on Schedules A, B, C and D of this Report.

----Carried-----

Councillor Kiezebrink returned to his seat for the remainder of the meeting.

c. Staff Report TR007-2022 submitted by the Manager of Finance, re: Request to Write Off/Adjust 2022 Taxes.

Resolution No: CW115-2022 Moved by: Sander Seconded by: Maltby

Be it resolved that Staff Report TR007-22 be received; and That the Tax Collector be authorized to adjust taxes on the accounts listed on Schedules A, B, and C of this Report.

----Carried-----

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9. **CLERKS / BY-LAW ENFORCEMENT / IT**

- a. **Staff Report C014-22 submitted by the Manager of Legislative Services,
re: Municipal Modernization Project C001-2021 – Status Update.**

Resolution No: CW116-2022 Moved by: Kiezebrink Seconded by: Sander

Be it resolved that Staff Report C015-22 be received for Council's information.

----Carried-----

- b. **Staff Report C015-22 submitted by the Manager of Legislative Services,
re: Proposed 2023 Regular Council and Committee of the Whole Meeting
Schedule.**

Resolution No: CW117-2022 Moved by: Kiezebrink Seconded by: Maltby

Be it resolved that Staff Report C015-22 be received; and

*That Council approve the schedule for the 2023 Council and Committee of the Whole
meetings as attached.*

----Carried-----

- c. **Staff Report C016-22 submitted by the Manager of Legislative Services,
re: Fees and Charges By-law 2013-28 – Proposed Amendments.**

Resolution No: CW118-2022 Moved by: Sander Seconded by: Kiezebrink

Be it resolved that Staff Report C016-22 be received; and

*That Council direct staff to schedule a Public Meeting on December 21, 2022 to allow
for public comment on proposed amendments, prior to the passage of a By-law to
amend Essa's Fees and Charges By-law.*

----Carried-----

- d. **Staff Report C017-22 submitted by the Manager of Legislative Services,
re: Appointment of Alternate to County of Simcoe Council.**

Resolution No: CW119-2022 Moved by: Smith Seconded by: Maltby

Be it resolved that Staff Report C017-22 be received; and

*That Council appoint Councillor Henry Sander to act as an alternate member of
County of Simcoe Council for the 2022-2026 term; and*

*That Council direct the Clerk to present the necessary By-law for passage at the next
meeting of Council.*

----Carried-----

- e. **Staff Report C018-22 submitted by the Manager of Legislative Services, re: Council Appointments – Local Boards and Committees.**

Resolution No: CW120-2022 Moved by: Smith Seconded by: Sander

*Be it resolved that Staff Report C018-22 be received; and
That members of Council be appointed to Local Boards and Committees for the 2022-2026 term as follows:*

- *Nottawasaga Valley Conservation Authority Board of Directors – Councillor Pieter Kiezebrink*
- *Essa and District Agricultural Society – Deputy Mayor Mike Smith*
- *Alliston and Area Physician Recruitment Committee – Councillor Pieter Kiezebrink*
- *Museum on the Boyne Committee – Councillor Liana Maltby*
- *Angus and Area BIA Board of Directors – Mayor Sandie Macdonald*
- *Thornton and Area Action Committee – Councillor Henry Sander*
- *Stevenson Memorial Redevelopment Committee – Deputy Mayor Mike Smith*
- *South Simcoe Streams Network Nottawasaga Futures – Councillor Liana Maltby*

----Carried----

- f. **Staff Report C019-22 submitted by the Deputy Clerk, re: Terms of Reference – Committee of Adjustment, Fence Viewers, Livestock Valuers, Healthy, Accessible Community and Parks Committee and the Essa Public Library Board.**

Resolution No: CW121-2022 Moved by: Smith Seconded by: Kiezebrink

*Be it resolved that Staff Report C019-22 be received; and
That the Board of Governance Policy for the Essa Public Library be received for information; and*

That Council approve the Terms of Reference as attached for the following:

- *Committee of Adjustment*
- *Fence Viewers*
- *Livestock Valuers; and*
- *Healthy, Accessible Community and Parks Committee*

----Carried----

10. **CHIEF ADMINISTRATIVE OFFICER (C.A.O.)**

- a. **Staff Report CAO030-22 submitted by the Chief Administrative Officer, re: Proposed Housekeeping Amendments to the Township of Essa's Zoning By-law, 3rd and 8th Lines.**

Council's consideration of this matter was deferred to a future meeting.

- b. Staff Report CAO031-22 submitted by the Chief Administrative Officer, re: Request to Lift and Remove the 0.3m Reserve Cunningham Drive/Mckeown Street.**

Resolution No: CW122-2022 Moved by: Kiezebrink Seconded by: Sander

Be it resolved that Staff Report CAO031-22 be received; and That Council authorize lifting and removing the 0.3 metre wide Reserve along the east side of Cunningham Drive, and the north side of McKeown Street, described as Part East Half of Lot 14, Concession 11, being Parts 4 and 6 on Plan 51R-41529, subject to the Developer paying for all legal costs to prepare and register the necessary documentation at the Land Titles Office to facilitate such action, and transfer Part 5 of the same Plan back to Giulam Developments Limited in accordance with Section 5.9.3 of the Subdivision Agreement registered on title as Instrument No. SC1512206.

----Carried-----

- c. Staff Report CAO032-22 submitted by the Chief Administrative Officer, re: Deeming Lot 46, Plan 160A as Not Part of a Plan of Subdivision-Essa Street Angus.**

Resolution No: CW124-2022 Moved by: Kiezebrink Seconded by: Sander

Be it resolved that Staff Report CAO032-22 be received; and That Council adopt a deeming by-law which would have the effect of removing Lot 46 S/S Jonas Street, Plan 160A from the provisions of Section 50 (3) and (5) of the Planning Act relating to subdivision control and restricting the transfer of lands.

----Carried-----

11. OTHER BUSINESS

- a. Request of Council – Employment Pins and Celebratory Service**

Council requested that Staff investigate the purchase of employment pins and a celebratory service at the Angus Arena.

12. ADJOURNMENT

Resolution No: CW125-2022 Moved by: Smith Seconded by: Sander

Be it resolved that this meeting of Committee of the Whole of the Township of Essa adjourn at 7:19 p.m., to meet again on the 21st day of December, 2022 at 6:00 p.m.

----Carried-----

Sandie Macdonald, Mayor

Lisa Lehr, Manager of Legislative Services

4

**THE CORPORATION OF THE TOWNSHIP OF ESSA
REGULAR COUNCIL MEETING
WEDNESDAY, DECEMBER 7, 2022**

MINUTES

The Regular Meeting of Council was held in person on Wednesday December 7, 2022 following the Committee of the Whole in the Council Chambers of the Administration Centre, Township of Essa.

In attendance: Mayor Sandie Macdonald
Deputy Mayor Michael Smith
Councillor Pieter Kiezebrink
Councillor Henry Sander
Councillor Liana Maltby

Staff in attendance: C. Healey-Dowdall, Chief Administrative Officer
M. Mikael, Manager of Public Works
D. Dollmaier, Manager of Finance
D. Burgin, Fire Chief
J. Coleman, Manager of Parks and Recreation
P. Granes, Chief Building Official
S. Haniff, Senior Planner
L. Lehr, Manager of Legislative Services

1. OPENING OF MEETING BY THE MAYOR

Mayor Macdonald opened the meeting at 5:32 p.m.

2. DISCLOSURE OF PECUNIARY INTEREST

None.

11. CLOSED SESSION

Resolution No: CR179-2022 Moved by: Smith Seconded by: Kiezebrink

Be it resolved that Council proceed to a Closed Session in order to address matters pertaining to:

- *Personal Matters about an Identifiable Individual [Municipal Act, s. 239(2)(b)]*
- *Acquisition of Property [Municipal Act, s. 239(2)(c)]*
- *Litigation or Potential Litigation [Municipal Act, s. 239(2)(e)]*
- *Plans and Instructions for Negotiation [Municipal Act, s.239(2)(k)]*

----Carried-----

Council rose from Closed Session Deliberations at 6:02 p.m. and proceeded directly into the Committee of the Whole meeting.

The Regular Meeting of Council reconvened at 7:19 p.m.

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3. **ADOPTION OF PREVIOUS MINUTES AND MOTIONS**

Resolution No: CR180-2022 Moved by: Smith Seconded by: Sander

*Be it resolved that the motions duly passed and approved at the Committee of the Whole meeting of this date be approved; and
That the minutes of the Committee of the Whole meeting held on the 5th day of October, 2022 be adopted as circulated; and
That the minutes of the Regular Council meeting held on the 5th day of October, 2022 be adopted with housekeeping amendments; and
That the minutes of the Inaugural meeting held on the 16th day of November, 2022 be adopted as circulated; and
That the minutes of the Special Meeting of Council held on the 30th day of November be adopted with housekeeping amendments.*

----Carried-----

4. **CONSENT AGENDA**

Resolution No: CR181-2022 Moved by: Sander Seconded by: Kiezebrink

*Be it resolved that the items listed in the Consent Agenda dated December 7, 2022 be received for information, and that the necessary actions be taken; and
That Item A12 be moved into section C for a Report to be brought forward at a future meeting.*

----Carried-----

5. **COMMITTEE REPORTS**

a. i. **Nottawasaga Police Services Board**

Resolution No: CR182-2022 Moved by: Sander Seconded by: Kiezebrink

*Be it resolved that the correspondence from the Nottawasaga Police Services Board dated October 26, 2022 be received; and
That Council of the Township of Essa hereby endorses Resolution No. 2022-70 as was passed by the Nottawasaga Police Services Board concerning Proposed Board Member Composition.*

----Carried-----

ii. **Appointment to Nottawasaga Police Services Board**

Resolution No: CR183-2022 Moved by: Maltby Seconded by: Smith

Be it resolved that Council appoint Mayor Macdonald as the Essa Council representative to the Nottawasaga Police Services Board for the 2022-26 term.

----Carried-----

b. Essa Public Library Board

Resolution No: CR183-2022 Moved by: Kiezebrink Seconded by: Smith

Be it resolved that the minutes from the Essa Public Library Board dated June 27, 2022, September 26, 2022 and October 24, 2022 be received.

----Carried----

6. PETITIONS

7. MOTIONS AND NOTICES OF MOTIONS

a. Council Approval of Temporary Emergency Parking of Production Vehicles for Honda of Canada Manufacturing at Essa Agriplex.

Resolution No: CR184-2022 Moved by: Sander Seconded by: Kiezebrink

Be it resolved that Council approve the request of the Essa and District Agricultural Society as in previous years, to allow for the temporary emergency parking of production vehicles for Honda of Canada Manufacturing at the Essa Agriplex located at 7505 10th Line; and

That Council direct Staff to advise the Essa and District Agricultural Society to provide notice to the municipality and keep the municipality posted on the dates and duration of the temporary emergency parking required for 2022/23, if and when this should occur.

----Carried----

b. Sale of Lands - 58 Vernon Street, Angus.

Resolution No: CR185-2022 Moved by: Smith Seconded by: Sander

WHEREAS at its meeting of April 21, 2021, Council declared a portion of lands located at 58 Vernon Street as surplus via passage of Resolution CW059-2021; and

WHEREAS Council is desirous of selling such lands and listed the lands for sale through a public process and accepted bids to purchase the lands;

NOW THEREFORE BE IT RESOLVED THAT Council authorize the sale of surplus lands, that being a portion of 58 Vernon Street, Angus, to LH (Angus) Ltd. for the purchase price of \$2,880,000.00, with such transfer to take place on December 15, 2022.

----Carried----

8. UNFINISHED BUSINESS

9. BY-LAWS

a. By-law 2022-57 Zoning By-law Amendment (5403 & 5427 8th Line and a Portion of Part of Lot 11, Concession 2, 3rd Line)

Council deferred this Item to a future meeting.

b. By-law 2022-58 Establish and Assume for Public Highway Purposes

Resolution No: CR186-2022 Moved by: Kiezebrink Seconded by: Maltby

Be it resolved that leave be granted to introduce By-law 2022-58, that being a By-law to establish and assume for public highway purposes the 0.3 metre Reserves described as Pt E 1/2 Lt 14 CON 11 Essa Township, being Pts 4 & 6, 51R41529, Essa Township, County of Simcoe, being all of PIN 58116-0402 (LT); and, that said By-law be read a first, and taken as read a second and third time, and finally passed.

----Carried----

c. By-law 2022-58 Deeming By-law (Lot 46 Jonas St PL 160A)

Resolution No: CR187-2022 Moved by: Sander Seconded by: Smith

Be it resolved that leave be granted to introduce By-law 2022-58, that being a By-law to Deem Lot 46 S/S Jonas St PL 160A, Essa Township; County of Simcoe not to be a part of a Registered Plan of Subdivision for purposes of Section 50 (3) and (5) of the Planning Act, R.S.O., 1990, c.P.13; and, that said By-law be read a first, and taken as read a second and third time, and finally passed.

----Carried----

d. By-law 2022-59 Emergency Management Program

Resolution No: CR188-2022 Moved by: Sander Seconded by: Maltby

Be it resolved that leave be granted to introduce By-law 2022-59, that being a By-law to consolidate the composition, organization and operation of the Emergency Management Program and Emergency Response Plan and to meet other Requirements under the Emergency Management and Civil Protection Act; and, that said By-law be read a first, and taken as read a second and third time, and finally passed.

----Carried----

e. By-law 2022-60 Repeal By-law 2021-37 - Housekeeping

Resolution No: CR189-2022 Moved by: Smith Seconded by: Sander

Be it resolved that leave be granted to introduce By-law 2022-60, that being a By-law to repeal By-law 2021-37 of the Township of Essa "A By-law to amend the Township of Essa's Zoning By-law 2003-50, as amended, affecting 203 Barrie St., Thornton"; and, that said By-law be read a first, and taken as read a second and third time, and finally passed.

----Carried----

10. QUESTIONS

11. CLOSED SESSION

Resolution No: CR190-2022 Moved by: Maltby Seconded by: Smith

Be it resolved that Council proceed to a Closed Session in order to address matters pertaining to:

- *Personal Matters about an Identifiable Individual [Municipal Act, s. 239(2)(b)]*
- *Acquisition of Property [Municipal Act, s. 239(2)(c)]*
- *Litigation or Potential Litigation [Municipal Act, s. 239(2)(e)]*
- *Plans and Instructions for Negotiation [Municipal Act, s.239(2)(k)]*

----Carried----

Council proceeded into Closed Session at 7:37 p.m.

Motion to Rise and Report from Closed Session Meeting of December 7, 2022.

Resolution No: CR191-2022 Moved by: Smith Seconded by: Sander

Be it resolved that Council rise and report from the Closed Session Meeting at 7:48 p.m.

----Carried----

- a. **PLANS AND INSTRUCTIONS FOR NEGOTIATION [s.239(2)(k)]**
Confidential Staff Report PW016-22 from the Manager of Public Works,
re: Automated Speed Enforcement (ASE) Pilot Project Recommended
Agreement.

Resolution No: CR192-2022 Moved by: Kiezebrink Seconded by: Sander

*Be it resolved that Staff Report PW016-22; and
That Council authorize the Manager of Public Works to proceed with Option No. 3 as
contained in this report.*

----Carried----

- b. **ACQUISITION OR DISPOSITION OF LAND [s.239(2)(c)]**
Confidential Staff Report CAO034-22 from the Chief Administrative
Officer, re: Acquisition of Property.

Resolution No: CR193-2022 Moved by: Kiezebrink Seconded by: Smith

*Be it resolved that Confidential Staff Report CAO034-22 be received; and
That Council authorize the Chief Administrative Officer to proceed with Option No.2
as contained in this Report.*

----Carried----

- c. **PERSONAL MATTERS ABOUT AN IDENTIFIABLE INDIVIDUAL [s.239(2)(b)]**
Confidential Staff Report CAO035-22 from the Chief Administrative
Officer, re: Personal Matters.

Resolution No: CR194-2022 Moved by: Maltby Seconded by: Sander

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Be it resolved that Confidential Staff Report CAO035-22 be received for information.

----Carried-----

- d. **PERSONAL MATTERS ABOUT AN IDENTIFIABLE INDIVIDUAL [s.239(2)(b)]
Confidential Staff Report CAO036-22 from the Chief Administrative
Officer, re: Staffing.**

Resolution No: CR195-2022 Moved by: Smith Seconded by: Sander

Be it resolved that Confidential Staff Report CAO036-22 be received for information.

----Carried-----

- e. **PERSONAL MATTERS ABOUT AN IDENTIFIABLE INDIVIDUAL [s.239(2)(b)]
LITIGATION OR POTENTIAL LITIGATION [s.239(2)(e)]
Confidential Staff Report CAO 037-22 from the Chief Administrative
Officer, re: File No. 20220549.**

Resolution No: CR196-2022 Moved by: Sander Seconded by: Kiezebrink

*Be it resolved that the Confidential Staff Report CAO037-22 from the Chief
Administrative Officer be received; and
That the Chief Administrative Officer be authorized to proceed with Option No. 2 as
contained in this Report.*

----Carried-----

12. CONFIRMATION BY-LAW

By-law 2022-61

Resolution No: CR197-2022 Moved by: Sander Seconded by: Maltby

*Be it resolved that leave be granted to introduce By-law 2022-61, that being a By-law to
confirm the proceedings of the Council and Committee of the Whole meetings held on this
7th day of December, 2022; and that said By-law be read a first, and taken as read a second
and third time and finally passed.*

----Carried-----

13. ADJOURNMENT

Resolution No: CR198-2022 Moved by: Smith Seconded by: Sander

*Be it resolved that this meeting of Council of the Township of Essa adjourn at 7:51 p.m. to
meet again on the 21st day of December, 2022 at 6:00 p.m.*

----Carried-----

Sandie Macdonald, Mayor

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Lisa Lehr, Manager of Legislative Services

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**THE CORPORATION OF THE TOWNSHIP OF ESSA
SPECIAL MEETING OF COUNCIL - ORIENTATION
FRIDAY DECEMBER 9, 2022**

MINUTES

The purpose of this Special meeting is to provide Council with an education / training session from Principles Integrity.

In attendance: Mayor Sandie Macdonald
Deputy Mayor Michael Smith
Councillor Pieter Kiezebrink
Councillor Henry Sander
Councillor Liana Maltby

Staff in attendance: C. Healey-Dowdall, Chief Administrative Officer
L. Lehr, Manager of Legislative Services

Guests: Jeff Abrams, Principles Integrity

1. OPENING OF MEETING BY THE MAYOR

Mayor Macdonald opened the meeting at 10:00 a.m.

2. DISCLOSURE OF PECUNIARY INTEREST

None.

3. CLOSED SESSION

Resolution No: CW126-2022 Moved by: Smith Seconded by: Sander

Be it resolved that Council proceed into Closed Session in order to proceed with matters pertaining to:

- *Education or Training [Municipal Act, s.239(3.1)]*

----Carried----

Council proceeded into Closed Session at 10:00 a.m.

Motion to Rise and Report from Closed Session

Resolution No: CW127-2022 Moved by: Smith Seconded by: Sander

Be it resolved that Council rise and report from the Closed Session Meeting at 11:51 a.m.

----Carried----

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- a. **Education or Training - [Municipal Act, s.239(3.1)]
Presentation by Principles Integrity, re: Integrity Commissioner Overview,
Roles and Council/Staff Relations, Conflict of Interest, Code of Conduct.**

Resolution No: CW128-2022 Moved by: Maltby Seconded by: Sander

Be it resolved that the education / training session provided by Principles Integrity be received.

----Carried----

4. CONFIRMATION BY-LAW

By-law 2022-62

Resolution No: CW129-2022 Moved by: Kiezebrink Seconded by: Maltby

Be it resolved that leave be granted to introduce By-law 2022-62, that being a By-law to confirm the proceedings of the Special Meeting of Council held on this 9th day of December, 2022; and that said By-law be read a first, and taken as read a second and third time and finally passed.

----Carried----

5. ADJOURNMENT

Resolution No: CW130-2022 Moved by: Smith Seconded by: Sander

Be it resolved that this Special Meeting of Council of the Township of Essa adjourn at 11:52 a.m.

----Carried----

Sandie Macdonald, Mayor

Lisa Lehr, Manager of Legislative
Services

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THE CORPORATION OF THE TOWNSHIP OF ESSA

BY-LAW 2022 - 63

A By-law to appoint a Municipal Law Enforcement Officer; and also a Tobacco Enforcement Officer, Weed Inspector and Zoning By-law Enforcement Officer.

WHEREAS section 8 of the *Municipal Act*, 2001, S.O. 2001, c. 25, as amended, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under the Act; and

WHEREAS Section 11 of the *Municipal Act*, 2001, provides that a lower-tier municipality may pass By-laws respecting matters within the spheres of jurisdiction set out therein, and is responsible for the enforcement of the By-laws pertaining to those sections; and

WHEREAS Section 227 of the *Municipal Act*, 2001, authorizes Councils to pass By-laws for appointing such officers and employees as may be necessary for the purposes of the Corporation, for carrying into effect the provisions of any By-law of the Council; and

WHEREAS provisions contained in Section 1.1 of the *Provincial Offences Act*, R.S.O. 1990, c.P.33, include a Provincial Offences Officer as an officer, employee or agent of any municipality or of any local board of any municipality whose responsibilities include the enforcement of a By-law, an Act or a regulation under an Act, while in the discharge of his or her duties; and

WHEREAS provisions are included under the *Provincial Offences Act*, the *Weed Control Act*, the *Pounds Act*, the County of Simcoe and Township of Essa prohibitive smoking By-laws, and the Township of Essa Zoning By-law to provide for municipal enforcement; and

WHEREAS Section 15 of the *Police Services Act*, R.S.O. 1990 c. P.15, as amended, authorizes a Municipal Council to appoint persons who shall be peace officers for the purposes of enforcing municipal By-laws; and

WHEREAS Council of the Township of Essa deems it advisable to appoint a Municipal Law Enforcement Officer and any inspectors and administrators as are necessary for the purposes of the enforcement of said Acts and By-laws;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF ESSA ENACTS AS FOLLOWS:

1. That Taylor McDonell be and is hereby appointed to the position of Municipal Law Enforcement Officer in accordance with the *Police Services Act*, R.S.O. 1990, c. P. 15, as amended, for the Township of Essa for the term of their

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employment with the municipality, to carry out the duties and responsibilities as set out in the job description for the period during which he is an employee of the municipality.

2. That Taylor McDonell be and is hereby appointed as Tobacco Enforcement Officer, Weed Inspector, Canine Control and Zoning Enforcement Officer; and shall perform all the duties required to be performed by the said titles under statutory authority and other duties that may be imposed by the Council of The Township of Essa for the period during which they are an employee of the municipality.
3. That Taylor McDonell does hereby agree and acknowledge to abide by the Township of Essa's policies and procedures, including the Acceptable Computer Usage Policy, the Employee Code of Conduct, the Corporation's Health and Safety Program, and other policies as provided.
4. That the said appointment shall become effective as of December 19, 2022.
5. This By-law shall come into force and effect on the day it is finally passed.

READ A FIRST, AND TAKEN AS READ A SECOND AND THIRD TIME AND FINALLY PASSED on this the 21st day of December, 2022.

Sandie Macdonald, Mayor

Lisa Lehr, Manager of Legislative Services

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THE CORPORATION OF THE TOWNSHIP OF ESSA

BY-LAW 2022 - 64

A By-law to appoint an Alternate Member to the Council of the County of Simcoe during an absence by the Mayor or Deputy Mayor.

WHEREAS Bill 68, the Modernizing of Ontario's Municipal Legislation Act, 2017 received Royal Assent on May 30, 2017, and amended the *Municipal Act*, 2001, S.O. 2001, c. 25, herein referred to as the "Act"; and

WHEREAS section 268(1) of the Act provides that the Council of a local municipality may appoint one of its members as an Alternate Member to the upper-tier council, to act in place of a person who is a member of the councils of the local municipality and its upper-tier municipality, when the person is unable to attend a meeting of the upper-tier council for any reason; and

WHEREAS at its meeting of December 7, 2022, Council passed Resolution No. CW119-2022 to appoint Councillor Henry Sander as an alternate on the County Council

NOW THEREFORE BE IT RESOLVED THAT Council of the Corporation of the Township of Essa hereby enact as follows:

- 1. That Henry Sander be and is hereby appointed as the Alternate Member to Simcoe County Council for the term of the Council that appointed them, or until such time as this Appointment By-law is rescinded, or November 30 in the year of a Regular Election, or until such time as the Alternate Member's seat is declared vacant in accordance with section 259 of the Act.
- 2. That the Alternate Member appointed herein shall not sit on behalf of the Mayor or Deputy Mayor at an Inaugural Meeting of County Council.
- 3. That this By-law shall come into force and take effect from the final day of passing.

READ A FIRST, AND TAKEN AS READ A SECOND AND THIRD TIME AND FINALLY PASSED on this the 21st day of December, 2022.

Sandie Macdonald, Mayor

Lisa Lehr, Manager of Legislative Services

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THE CORPORATION OF THE TOWNSHIP OF ESSA

BY-LAW 2022 - 65

A By-law of The Corporation of the Township of Essa to establish and assume for public highway purposes Smith Road; in the Township of Essa, County of Simcoe, being all of PIN: 58103-0252 (LT).

WHEREAS the Municipal Act, S.O. 2001, c. 25, Sections 26 and 31, authorizes municipalities to pass by-laws for establishing highways for public highway purposes; and

WHEREAS Part of Lot 32, Concession 6, designated as Part 3 on Plan 51R30291, being the whole of PIN 58103-0252 (LT), Smith Road. These lands were transferred to The Corporation of the Township of Essa by Instrument No. LT527352 on December 4, 2001; and

WHEREAS the Council of The Corporation of the Township of Essa deems it necessary and expedient to establish as a highway for public highway purposes the following lands:

Smith Road, Part of Lot 32, Concession 6, designated as Part 3 on Plan 51R30291, in the Township of Essa, County of Simcoe, being all of PIN: 58103-0252 (LT)

NOW THEREFORE the Council of The Corporation of the Township of Essa enacts as follows:

- 1. That the following land is hereby established as a highway and assumed by The Corporation of the Township of Essa for public highway purposes:

Smith Road, Part of Lot 32, Concession 6, designated as Part 3 on Plan 51R30291, in the Township of Essa, County of Simcoe, being all of PIN: 58103-0252 (LT)

- 2. This By-law takes effect and comes into force on and from the date it is passed by Council.
- 3. This By-law shall be registered on title in the Land Registry Office for the County of Simcoe to give notice to all parties.

READ A FIRST TIME AND TAKEN AS READ A SECOND AND THIRD TIME AND FINALLY PASSED THIS 21st day of December, 2022.

Sandie Macdonald, Mayor

Lisa Lehr, Manager of Legislative Services

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THE CORPORATION OF THE TOWNSHIP OF ESSA

BY-LAW 2022 - 66

Being a By-law to amend the Township's Zoning By-Law, By-law No. 2003-50, as amended, affecting 5403 & 5427 8th Line.

WHEREAS the Council of the Corporation of the Township of Essa may pass by-laws pursuant to Section 34 of the Planning Act, R.S.O 1990, as amended; and

WHEREAS the Council of the Corporation of the Township of Essa has determined a need to rezone land to allow for normal agricultural and rural uses;

NOW THEREFORE the Council of the Corporation of the Township of Essa hereby enacts as follows:

1. THAT Schedule A to By-law 2003-50 is hereby amended by rezoning those lands shown on Schedule 1, and attached herein, to rezone from Potential Aggregate/Extractive Industrial (M2)/(M3) to Agricultural (A) Zone to permit for agricultural uses.
2. THAT this By-law shall take effect as of the date of passing, subject to the provisions of the Planning Act, R.S.O. 1990, Chap. P.13 as amended.

READ A FIRST, AND TAKEN AS READ A SECOND AND THIRD TIME AND FINALLY PASSED on this 21st day of December, 2022.

Sandie Macdonald, Mayor

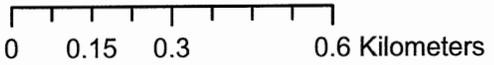
Lisa Lehr, Manager of Legislative Services

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City of Brampton, City of Toronto, County of Simcoe, York Region, Province of Ontario,
 Ontario MNR, Esri Canada, Esri, HERE, Garmin, GeoTechnologies, Inc., USGS, METI/NASA,
 EPA, USDA, AAFC, Aircan



Schedule 1
5403 & 5427 8th Line, Part Lot 4 & 5
Lands Rezoned A

THE CORPORATION OF THE TOWNSHIP OF ESSA

BY-LAW 2022 - 67

Being a By-law to amend the Township's Zoning By-Law, By-law No. 2003-50, as amended, affecting a Portion of Part of Lot 11, Concession 2, 3rd Line.

WHEREAS the Council of the Corporation of the Township of Essa may pass by-laws pursuant to Section 34 of the Planning Act, R.S.O 1990, as amended; and

WHEREAS the Council of the Corporation of the Township of Essa has determined a need to rezone land to allow for a dwelling in addition to agricultural and rural uses;

NOW THEREFORE the Council of the Corporation of the Township of Essa hereby enacts as follows:

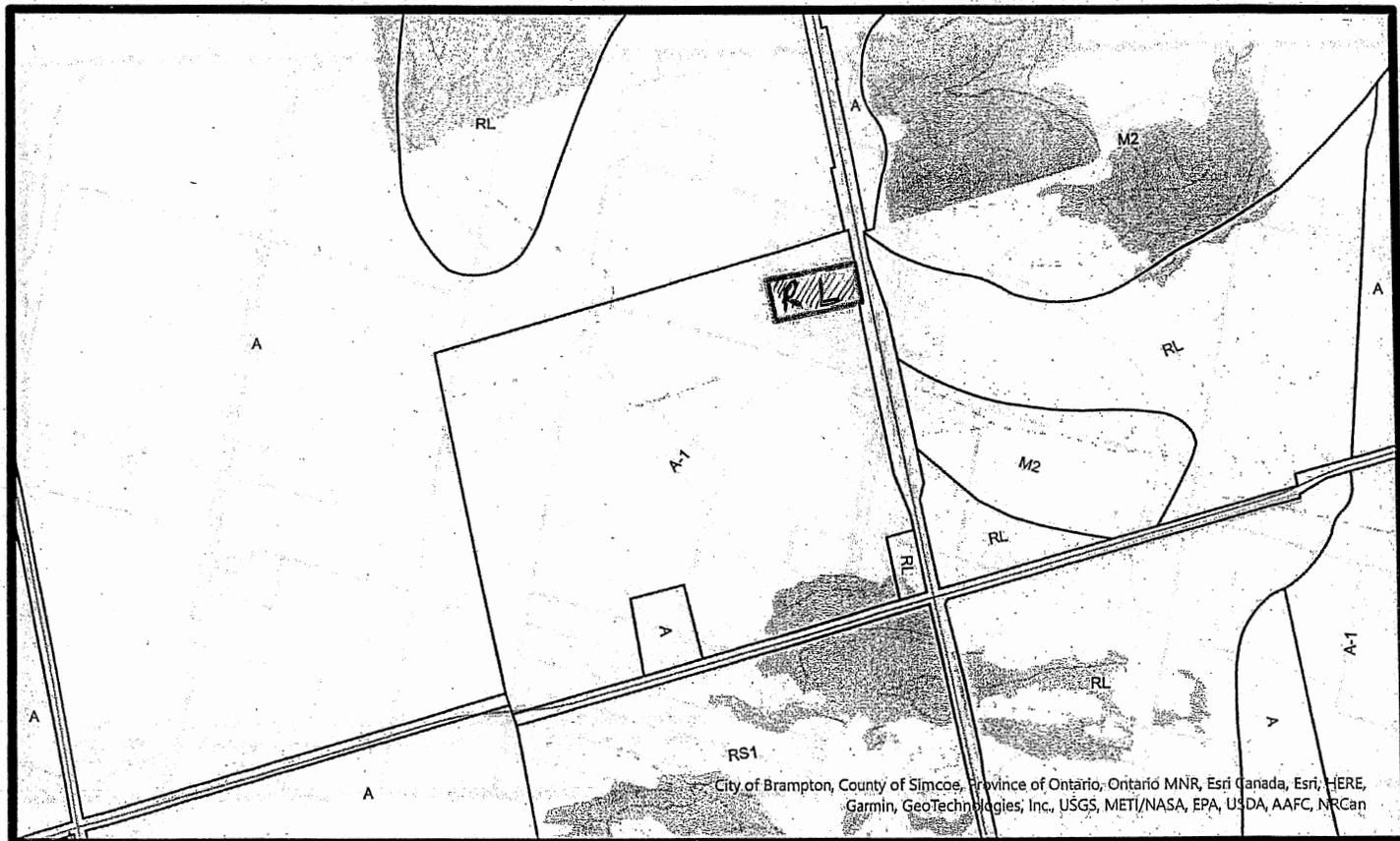
1. THAT Schedule A to By-law 2003-50 is hereby amended by rezoning those lands shown on Schedule 1, and attached herein, to be rezoned from Restrictive Agricultural (A-1) Zone to Rural (RL) Zone to permit for a dwelling in addition to rural uses.
2. THAT this By-law shall take effect as of the date of passing, subject to the provisions of the Planning Act, R.S.O. 1990, Chap. P.13 as amended.

READ A FIRST, AND TAKEN AS READ A SECOND AND THIRD TIME AND FINALLY PASSED on this 21st day of December, 2022.

Sandie Macdonald, Mayor

Lisa Lehr, Manager of Legislative Services

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0 0.2 0.4 0.8 Kilometers

Schedule 1
(Lot 11, Concession 2)

THE CORPORATION OF THE TOWNSHIP OF ESSA

BY-LAW 2022 – 68

**A By-law to authorize entering into an Agreement with
Global Traffic Group Ltd.**

WHEREAS section 9 of the Municipal Act, 2001, S.O. 2001, c.25 as amended (the "Act") grants municipalities the rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act; and

WHEREAS section 11 of the Act allows for municipalities to provide any service or thing that the municipality considers necessary or desirable for the public; and

WHEREAS Global Traffic Group Ltd. ("Global") has the ability and expertise to furnish the Township of Essa services for the purpose of detecting certain traffic violations and issuing citations to alleged violators; and

WHEREAS Council of the Township of Essa is desirous of utilizing certain services of Global on the terms and conditions set forth in the Agreement;

NOW THEREFORE Council of the Corporation of the Township of Essa hereby enacts as follows:

1. That the Mayor and Clerk be and are hereby authorized to execute the Agreement on behalf of the Corporation.
2. That this By-law shall come into force and effect on the day it is finally passed.

READ A FIRST, AND TAKEN AS READ A SECOND AND THIRD TIME AND FINALLY PASSED on this the 21st day of December, 2022.

Sandie Macdonald, Mayor

Lisa Lehr, Manager of Legislative Services

THE CORPORATION OF THE TOWNSHIP OF ESSA

BY-LAW 2022 – 69

Being a By-law to confirm the proceedings of the Council meeting held on the 21st day of December, 2022.

THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF ESSA
HEREBY ENACTS AS FOLLOWS:

THAT the action of the Council at its meeting held on the 21st day of December, 2022 and, in respect of each recommendation contained in the Regular Council meeting held on the 7th day of December, 2022, the Committee of the Whole meeting held on the 7th day of December, 2022, the Special meeting held on the 9th day of December, 2022, and, in respect of each motion, resolution and other action passed and taken by Council at the said meetings, is, except where prior approval of the Ontario Municipal Board is required, hereby adopted, ratified and confirmed.

THAT the Mayor and the proper officials of the Township of Essa are hereby authorized and directed to do all things necessary to give effect to the said actions or to obtain approvals where required, and to execute all documents as may be necessary in that behalf and the Clerk is hereby authorized and directed to affix the Corporate Seal to all such documents.

READ A FIRST, AND TAKEN AS READ A SECOND AND THIRD TIME AND
FINALLY PASSED on this the 21st day of December, 2022.

Sandie Macdonald, Mayor

Lisa Lehr, Manager of Legislative Services